



## April 2003 Edition

### PWS Team Kick Off Held March 25-27

A team has been formed to develop the Performance Work Statement for the AFSS (Automated Flight Service Station) study. They met in Washington on March 25-27 to receive some initial training, plan the first phase of the PWS *Functional Scoping*, and to develop and test the approach to the planned regional workshops. The PWS Team Members are:

Steve Hopkins, ABU-40/ACA  
Ed Castagna, Princeton, AFSS  
Tim DeGrazio, Miami IAFSS  
Humberto(Ug) Garcia, ASW-510  
David Hoover, Gainesville AFSS  
Bill Moriarty, Bangor AFSS  
Jerry Van Vacter, Ft. Dodge AFSS

As you all can see, we have a good cross representation from all aspects of Flight Service. We will be receiving contractor support throughout the study from Grant Thornton.

We will be working hard to get input from all regions. Over the next several months regional workshops will be scheduled where representatives from AFSSs will come together and help us define and describe every function. In these workshops, we will break each function down into individual activities and tasks. We are also planning to hold some customer workshops with major stakeholders to gather their input on the AFSS functions.

As the schedule evolves we will keep you posted on the progress. BE ON THE WATCH FOR THE WORKSHOP NEAR YOU! You can provide your input through your representatives, to any member of the PWS Team, or through the Competitive Sourcing Website: [www2.faa.gov/aba/html\\_budget/html\\_cs/index.html](http://www2.faa.gov/aba/html_budget/html_cs/index.html)

### Organizational Conflict of Interest (OCI) and Firewall Issues

OMB has developed strict rules to ensure that A-76 study teams do not violate Organizational Conflict of Interest (OCI)/Firewall principles. These rules are enshrined in FAA's Acquisition Management System (AMS). Adherence to these rules is required to preserve integrity and avoid improprieties that could potentially compromise the efforts of the study.

The FAA is committed to respecting OCI/Firewall issues. Some useful points to remember are highlighted below:

- Individuals responsible for making source selection decisions should not be adversely affected by the outcome of the competition. This includes loss of job, as well as other forms of outside influences (e.g., financial interest in a competitor's company)
- Conflicts of interest may exist for both governmental personnel, as well as support contractors
- Individuals performing functions that are included within the scope of the study may participate in study activities as a member of the in-house management team, and are generally required to respect the same conflict of interest restrictions as any other competitor would
- Performance Work Statement (PWS) team members cannot disseminate vital information regarding the PWS and must maintain a strict firewall between themselves and the members of the MEO team.

More specific guidance on OCI/Firewall issues will be provided at a later date.



## FAA Launches A New Acquisition Organization

As a result of the new emphasis on competing commercial activities within the government, we in the FAA have launched a new Office of Competitive Sourcing Acquisitions (ACA). Our mission is to manage competitive sourcing acquisitions on activities designated by the Chief Financial Officer using the Office of Management and Budget's (OMB) Circular A-76. Competitive sourcing is the process used to determine whether the government or a private vendor can best provide the most cost efficient and effective products or services.

ACA will ensure integrity in the competitive sourcing process by applying a fair and comprehensive approach for conducting A-76 studies. For the AFSS study, ACA is committed to considering all stakeholder interests, the services to be provided, and the safety and security of the National Airspace System (NAS). We also want to eliminate misconceptions about the competitive sourcing process through frequent communication with our employees and the recipients of AFSS services.

Through teamwork, forward thinking, and respect for stakeholders, ACA will seek creative approaches for a more efficient and effective government.

### ACA Team Biographies of the Month

The ACA team is diverse, experienced, and dedicated to delivering the highest quality product and service. The team is drawing expertise from FAA Headquarters, Regional Offices, field facilities, stakeholder organizations, employee unions, other Federal Government agencies, and contract support companies. ACA is extremely fortunate to be able to draw upon the expertise of so many people.

Within this bulletin, we feature two team members with additional biographies to follow in future editions.

#### Joann Kansier, ACA Service Director

Joann holds a BA in Economics, an MBA, and was a Senior Executive Fellow at Harvard University. She has attended the Center for Creative Leadership and the Federal Executive Institute. During her 27-year career, she has held positions ranging from Labor Relations Officer to Contracting Officer, Program Manager, Congressional Intern, Integrated Product Team Lead and Program Director. Joann shares common experiences with her husband, Bill, who has also had a long and distinguished career with FAA. Joann will lead the ACA organization and oversee all competitive sourcing

acquisitions. Joann is fond of saying "No one cares what you know until they know that you care." On this principal she intends to run a fair acquisition process for the AFSS study.

#### Steve Hopkins, AFSS PWS Team Lead

Steve graduated with a BS in Physics and Applied Mathematics from Emory & Henry College in 1971. He began his career as a research analyst in the private sector and joined the FAA in 1975, managing the Air Traffic Activity Statistical System. He has been the manager of the Statistical Analysis Branch, the Executive Information Staff and the Standards and Information Division. Most recently, he was the program manager for Information Technology Policy before beginning work with the A-76 Program Staff to assist in the implementation of the FAIR Act and A-76. Steve will lead the team developing the PWS for the AFSS study.

### Update from the A-76 Program Staff

Even as the A-76 competitive sourcing study of the Flight Service Station functions starts off there are many other requirements of OMB Circular A-76. The A-76 Program Staff continues to respond to these requirements.

The OMB announced the release of the complete 2002 Federal Activities Inventory Reform (FAIR) Act. The 2002 Inventory is available to the public on the DOT website (<http://www.dot.gov/ost/m60/fairact/>). We are now responding to challenges to the inventory from several interested parties, including NAATS. Also, instructions have been received from OMB for the preparation of the 2003 FAIR Act Inventory.

Instructions for the 2003 FAIR Act Inventory have been updated and revised. The definitions for function codes have changed and more information is required. The inventory is due to OMB from DOT on June 30. If any other FAA functions undergo competitive sourcing reviews, they will be selected from the new inventory. As of now, we are still waiting for OMB to publish the revised circular in final. Although we are generally following the policies in the new circular, some additional changes in the A-76 Program may be necessary to fully comply with the changes.

#### Questions and Suggestions

Questions, comments, or suggestions for future content may be directed to the Communications Team at:

[9-AWA-ATS-A76@faa.gov](mailto:9-AWA-ATS-A76@faa.gov)



## Revised OMB Circular A-76

Like all agencies, the FAA is anxiously awaiting the release of the revised Circular A-76. Having released a draft version of this document in November for commentary, OMB has since focused its attention on adapting the revised circular based upon input from interested parties. Reputable sources indicate the circular will soon be released.

Upon release of the revised OMB Circular A-76, the FAA A-76 Communications Team will revisit answers to Frequently Asked Questions that have been released. The team will make certain the answers that are included accurately reflect policy guidance in the new circular. In addition, the ACA organization and A-76 Program Staff will work together to ensure the AFSS competitive sourcing study and future FAA competitive sourcing studies are executed in compliance to the new circular.

### Upcoming Events

**Eastern Region SUPCOM Briefing**      **April 10, May 15**

**Professional Women's Conference (PWC) Briefing**      **April 15-April 16**

#### **PWS Regional Functional Scoping Site Visits\***

- **New England**      **April 29-May 2**
- **Southern**      **May 6- May 9**
- **Central**      **May 13- May 15**
- **Western Pacific**      **May 13- May 15**
- **Remaining Regions**      **To be announced**

*\*Dates and order of site visits are subject to change*

